

# **COLUSA COUNTY CHILDREN AND FAMILIES COMMISSION**

## **Minutes of Public Meeting**

**November 14, 2000**

The meeting of the Colusa County Children and Families Commission was called to order at 2:40 p.m. in the Morse Conference Room at the Colusa Library, 738 Market Street, Colusa, California.

Commissioners Delores Gomez, Barbara Hankins, Nancy Parriott, , and Christy Scofield were present, constituting a quorum. Commissioner Barbara Hankins was delayed, and arrived at 3:30 p.m.

Items discussed in accordance with the publicly-posted agenda were as follows:

1. Commissioner Scofield asked that public comment be taken out of order to allow Caroline Roady an opportunity to share information on Early Steps to Reading Success, and to allow time for Commissioner Hankins to arrive. Beginning January 10, 2001, Early Steps will present satellite classes focusing on infants to 5 years old. Caroline will be attending a class on November 17<sup>th</sup> & 18<sup>th</sup> for training to be a facilitator for this class in Colusa County. At this time the classes will be in English only. Caroline is planning to tape the classes for a later Spanish presentation for parents. Parents attending the training will be eligible for a stipend, and asked the Commission to consider future use of Prop. 10 funds to support part of the Early Steps program. Presenting the class for college units is currently under consideration by Yuba College at the Marysville campus.

Commissioner Scofield stated that she had ordered one additional copy of the Request for Proposal Guidebook/Toolkit from the Proposition 10 Technical Assistance (TA) Center, but decided not to order an additional copy for each Commissioner, because the copies were \$40 each. Ms. Lauppe will check on duplicating additional copies. When the additional binder arrives, it will be distributed to Commissioner Parriott. Ms. Lauppe will keep the original Guidebook at the Colusa County Children & Families Commission Office located in Williams.

2. Report from Executive Director

Executive Director report given by Charlette Lauppe. Ms. Lauppe reported that she and Commissioner Scofield attended the Association of California Counties Children and Families Executives (ACCCFE) meeting in Napa on October 18<sup>th</sup>, and the California Children and Families Commission (CCFC) meeting held on October 19<sup>th</sup> in Napa.

Report on ACCCFE:

- Technical Assistance (TA) Center will be going away December 31, 2000. Future TA assistance is currently under development. ACCCFE is planning to take on a role to ensure that quality TA services continue to be available.
- A pilot Evaluation Process has been launched by CCFC through IBM. There are concerns about how well this Evaluation Process will work for small population counties.
- An RFP is being considered to direct a regional focus on media.
- Assistance with travel for rural counties to ACCCFE and CCFC monthly meetings will continue through December 31, 2000.

- State Conference is planned for February 8 & 9, 2001 with the ACCCFE on Wednesday, the 7<sup>th</sup> before the conference.
- Rural County Caucus reported on a future “Information Bank” that could be published to the CCFC Website.
- Rural County Caucus reported on their proposal to the State Commission requesting increased funding for operational and administrative costs for small population counties. The proposal calls for each county to allocate 5% of their available funding for operations, and for the state to provide additional funding to bring the total available for administrative cost up to \$125,000. They were asking to designate these funds for administrative cost to hire 1 full time staff person, 1 full time clerical support person, and establish an office. Jean Saliz reported that she had some communication that the strings would not be in the best interest of the State Commission for approval of the funding. ACCCFE members agreed that funding would be appreciated with or without strings, and could be used to successfully administer strategic plans at the county level.

#### California Children & Families Commission Meeting:

- Discussion of the State Commission’s potential role and participation in the development of the Early care and education portion of a master Plan for Education (kindergarten through university).
- Discussion of Child Care Provider Compensation Matching Funds and approval of a three-year, 25% matching funds program to County Commissions to provide retention incentives/compensation to qualified child care providers.
- Approved an RFP for the Parent Education Project in the amount of up to \$4 million over a four-year period.
- Approved the development of a contract with UCLA’s Center for Healthier Children, Families and Communities to provide technical assistance to County Commissions developing, implementing, and revising their strategic plans.
- Discussed the release of a Request for Proposal for media and community outreach (Public Relations) in the amount of up to \$10 million a year.
- Approved the ACCCFE request for supplemental funding for program support services for local commissions. No strings.
- Approved \$375,000 in funding for Statewide Conference Planning Group to hold three conferences for County Commissions in 2001 & 2002.
- Announced two vacancies on the Advisory Committee on Diversity. Asked for nominations from Commissions.

Report on October and November dates used by Ms. Lauppe to complete work for the Commission, and a schedule of meetings and workshops for November and December 2000.

- Ms. Lauppe met with Mike Smith, Social Entrepreneurs, Inc (SEI) for a full day of transition on November 7, 2000 and received complete information files. These files

were compiled by Mike Smith during the scope of consulting services provided by SEI for the development and adoption of the strategic plan.

- November 15, 2000 - ACCCFE meeting in Redding
- November 16, 2000 - CCFC meeting in Redding
- December 1, 2000 - Workshop, San Francisco

3. Approval of Minutes: October 10, 2000 Meeting and Public Hearing

Minutes were reviewed. Commissioner Parriott moved to approve the minutes without correction; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (4/0).

4. Review outstanding invoices and approve payment of expenses

An invoice and monthly status report was presented by Social Entrepreneurs, Inc for consulting services rendered as final billing for the contract with Colusa County Children and Families Commission and SEI. The total invoice amount is \$1195.98.

Commissioner Parriott moved to approve expense items as presented; motion seconded by commissioner Gomez. The motion was passed unanimously by voice vote (4/0).

5. Approval of contract with Charlette Lauppe to provide Executive Director services was tabled until the next meeting. Commissioners Scofield and Gomez will meet with Ms. Lauppe at the Colusa County Children & Families Commission office in Williams at 10 a.m. on Monday, November 20, 2000 to go over the contract to be submitted to County Counsel for review.

6. Consideration for an amendment to the consulting services agreement with (SEI) for continuation of support services to the Commission was tabled for further discussion. It was discussed that Mike Smith has been contracted by the Prop. 10 Technical Assistance (T.A.) Center, and may be available to assist the Commission with the funds allocation process. Mike may be available to contract for special projects if needed at a future date.

7. The Commission discussed a timeline for allocating funds from programs, services and projects. Commissioner Scofield suggested an informal process that would use a Request for Funding Application (RFA). The Commission agreed that they would like to launch as many strategies that can be properly funded for success while leveraging resources. After review of the fund allocation process stated in the strategic plan, the Commission elected to seek assistance from the T.A. Center. The Commission will ask for support for a consultant to help compile samples of materials from other counties for an application process that fits the needs of Colusa County.

8. Dates for Upcoming Meetings

The next meeting will be held on Tuesday, December 12th, from 3:00 – 5:00 p.m. in the Morse Conference Room at the Colusa Library, 738 Market Street, Colusa.

9. Adjournment

The meeting was adjourned at 5:00 p.m.

Minutes prepared by Charlette Lauppe, Executive Director to the Commission.